



## MEMORANDUM

TO: Indiana Area Vocational Directors

FROM: Christopher Deaton  
Associate Director of Adult/Career Technical Education

DATE: March 24, 2014

RE: Social Security Number Collection

Greetings! Because of the volume and significance of Federal reporting requirements the collection of student social security numbers (SSNs) is more important than ever. States must be able to show valid and reliable placement data on graduates to ensure the continuation of Perkins beyond the current cycle. The collection of student SSNs allows DWD to track graduates into the workforce, via Unemployment Insurance data, into postsecondary education, via Indiana postsecondary data, and into the military, via a Department of Defense data match. There is NO other way to do a more thorough statewide follow-up study.

Collection of each student's social security number is being requested in order to gather better information for planning and follow-up in accordance with state law (IC 20-1-1) and federal law (PL 105-332.) Students may request that a previously given social security number be removed from existing records. (Information gathered via SSN will only be reported in aggregate.)

\*If DWD/ICVTE does not receive social security numbers for students in career-technical programs, who become concentrators or those in a PLTW programs, a local follow-up of these students is required.

While we recognize this is not easy information to collect from students and parents, we thought it may help to have a memo from DWD to hand out to schools/parents when necessary to, hopefully, ease their minds. Please contact Chris Deaton at [cdeaton@dwd.in.gov](mailto:cdeaton@dwd.in.gov), office phone 317-233-6697 with questions.

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